

City of Cody
Planning, Zoning and Adjustment Board
Tuesday, March 25, 2014

A regular meeting of the Cody Planning, Zoning and Adjustment Board was held in the Council Chambers of City Hall in Cody, Wyoming on Tuesday, March 25, 2014 at 12:00 PM

Present: Justin Lundvall, Chairperson; Vice Chairperson Justin Ness; Brad Payne; Bob Senitte; Kim Borer; Mark Musser, Sandra Kitchen, Deputy City Attorney; Steve Miller, Council Liaison; Todd Stowell, City Planner; Utana Dye, Certified Engineering Technician II.

Absent: Buzzy Hassrick

Chairperson Justin Lundvall called the meeting to order at 12:00 PM, followed by the pledge of allegiance.

Kim Borer made a motion, seconded Mark Musser, to approve the agenda. Vote on the motion was unanimous, motion carried.

Kim Borer made a motion, seconded by Brad Payne, to approve the minutes for the March 11, 2014 meeting. Vote on the motion was unanimous, motion carried.

Brad Payne made a motion, seconded by Kim Borer, to remove the minor commercial review of the seasonal winter shelter at 1192 Sheridan Avenue for the Irma Hotel from the table. Vote on the motion was unanimous, motion carried.

Todd Stowell presented the minor commercial review of the seasonal winter shelter at 1192 Sheridan Avenue for the Irma Hotel.

John Darby of the Irma Hotel spoke about the winter seasonal enclosure and the reason why they put up the enclosure. The main purpose was to provide a separated smoking room since the restaurant itself is non-smoking, which has helped business during the winter months.

Kim Borer made a motion, seconded by Mark Musser, for the Planning and Zoning Board to approve the seasonal winter shelter at 1192 Sheridan Avenue Irma Hotel to be up until April 27, 2014, and that approval for a permanent temporary shelter to be reviewed in September. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report on the sign plan for Buffalo Bill Memorial Association (Buffalo Bill Center of the West) located at 720 Sheridan Avenue.

Paul Brock, Director of Operations for the Center of the West, spoke on the signage packet and noted that it is part of their branding package. They are matching the new image and branding with the directional signs.

Justin Ness made a motion, seconded by Kim Borer, to approve the sign plan for the Buffalo Bill Memorial Association (Buffalo Bill Center of the West) located at 720 Sheridan Avenue. Vote on the motion was unanimous. Motion carried.

Todd Stowell presented the staff report for Donny Anderson's 30'x32'x12' steel building for ice storage located at 5 Road 2AB.

Justin Ness made a motion seconded by Kim Borer to approve the site plan for the ice storage and distribution building with Conditions 1 through 3 of the staff report. Vote on the motion was unanimous. Motion carried.

Justin Ness recused himself from the next item.

Todd Stowell presented the staff report for the site plan revisions to the Good 2 Go gas pumps and canopy located at 1200 17th Street.

Kim Borer made a motion second by Mark Musser to approve the site plan revisions for the Good 2 Go gas pump and canopy located at 1200 17th Street, with the staff recommendations and requirement that the Board have a correct photometric map for review with the precise number of lights being 14. To make sure it falls within what was originally approved. Allow the Canopy construction to be continued, but the lights not to be installed until the Board sees the plan. Vote on the motion was unanimous. Motion carried.

Justin Ness returned to the meeting.

Todd Stowell presented the approved sign application for the Good 2 Go wall sign located at 1200 17th Street.

P&Z Board Matters: None
Councilman Steve Miller had nothing to report.

Todd talked to the Board about a future item that the Board will be taking action on. It will not be this next meeting, but possible the following meeting. Pertaining to an indoor gun range proposal. He just wanted to remind Planning and Zoning board: His recommendation is for the board to try to avoid the any ex parte contacts discussions with private individuals. The reason being if the Board members have those discussion they really should be disclosed at the public meeting. He noted that we want to be sure we have an unbiased Board that can consider the situation. The intent of these processes is to present all the same information to the all board members so that they are aware of that, and to have it presented in a public form. Where you have an ex parte contact that is not in a public form, there can be due process concerns. Todd recommends that if someone wants to talk to the board about the proposal simply ask them to submit an email or letter so that all the board members can hear it. It not for one member to know but for the whole board to know.

Justin Ness made a motion seconded by Brad Payne to adjourn the meeting. Vote on the motion was unanimous, motion carried.

There being no further business to come before the board, Chairperson Justin Lundvall adjourned the meeting at 1:49PM.

Utana L. Dye
Certified Engineering Technician II